

Aviation

ARNG AVIATION: GENERAL PROVISIONS, TRAINING, STANDARDIZATION, AND RESOURCE MANAGEMENT (Modifies AR 95-3)

Summary. This regulation is to be used in conjunction with AR 95-3, 27 September 1990, which is applicable to the ARNG except as modified here.

Applicability. This regulation applies to all ARNG persons involved in operating ARNG aircraft systems.

Impact on New Manning System. This regulation does not contain information that affects the New Manning System.

Internal control systems. This regulation is subject to requirements of AR 11-2. It does not contain checklists for conducting internal control reviews. **These checklists are published in DA Circular 11-89-2.**

Supplementation. Supplementation of this regulation is prohibited without prior approval of National Guard Bureau (NGB-AVN-O), Building E6810, Aberdeen Proving Grounds, MD 21010-5420.

Interim changes. Interim changes to this regulation are not official unless authenticated by Chief, Administrative Services. Interim changes will be destroyed on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. The proponent of this regulation is the National Guard Bureau (NGB-AVN-O). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to NGB-AVN-O, Building E6810, Aberdeen Proving Ground, MD 21010-5420

1-1. Purpose

1-1. (Add to para) This regulation also prescribes the basic procedures and policy guidance in establishing responsibility for managing and maintaining aviation assets assigned to the ARNG.

1-4. Responsibilities

1-4.1 (Added) Responsibilities, Chief National Guard Bureau (CNGB). CNGB develops policy, concepts, requirements, and organization for ARNG aviation elements to support their dual missions as stated in NGR 350-1.

a. Federal or State. To provide units that are organized, equipped, and trained to function efficiently at existing strength in the protection of life and property and the preservation of peace, order, and public safety under competent orders of Federal or State authorities.

b. Federal. To provide trained units and qualified individuals available for active duty in time of

war or national emergency in support of the Army's war plans and at such other times as the national security may require augmentation of the active forces.

c. For additional ARNG responsibilities refer to NGR 95-210, Chapter 1.

1-5. Waivers and delegation of authority

1-5a(3) (Add to para) Waiver requests. All requests for unit waivers to AR 95-1 and this regulation for ARNG personnel will be forwarded through channels to NGB-AVN-O.

1-5c. (Added) Individual waiver/extension authority for ATP requirements is delegated to State Adjutants General. Waiver/extension authority will not be sub-delegated below the SAAO. AATS commanders are individual waiver/extension authority for the AATS. This does not take away the commander's authority under paragraph 4-6.

2-1. Use of airports and heliports

2-1a. (Substitute) SAAOs may authorize the establishment or use of temporary landing areas off military installations and Government leased training areas when--

(1) Written approval of land owner or controlling agency is obtained before using the landing area.

(2) On-site inspection of the proposed landing area has been conducted to ensure that safe flight operations can be conducted.

*This regulation supersedes NGR 95-3, 1 November 1988

2-1b. (Substitute) The SAAO will staff through the State JAG Officer all written land use agreements for tactical flight training areas and aviation unit field training sites. Environmental effects of repetitive training programs will be coordinated with the State Environmental Specialist.

2-2. (Substitute) Local flying rules

a. Local flying rules will be established and published by the aviation facility commander subject to the approval of the SAAO.

b. SAAOs will coordinate the establishment of local flying rules with appropriate Army, Navy, Air Force, Coast Guard, or FAA officials when operating from facilities/activities under the jurisdiction of those agencies.

c. Traffic pattern altitudes for airplanes will be set at 1,500 feet above ground level. Helicopter traffic pattern altitudes will be at least 700 feet above ground level.

d. The aviation facility commander may authorize deviations from the above standards when safety of flight is involved or when it is determined deviations are necessary. The commander will ensure that deviations from the standard VFR traffic pattern are published and displayed in flight operations and provided to the USAASO for Flight Information Publication (FLIP).

e. Local flying rules will be coordinated with supported aviation units/elements and include the following:

(1) Designated local flying area to include maintenance test flight area.

(2) Hours of operation of the aviation facility.

(3) Traffic pattern information or base and auxiliary airfields.

(4) A list of airfields within the local flying area that may be used by aviators to accomplish individual aviator training.

(5) Procedures for filing, monitoring, and closing flight plans to include clearance procedures.

(6) Sources of weather information.

(7) Noise abatement procedures that specify minimum altitudes and routes over noise sensitive areas.

(8) Aircraft maintenance and servicing procedures.

(9) Security procedures.

(10) Passenger procedures.

(11) Aircraft mishap procedures.

(12) IMC procedures to include procedures and approaches available.

(13) RAID procedures when applicable.

f. Commanders of units down to and including units with aviation assets may authorize flights in ARNG aircraft under their control to any point within the geographical limits of the United States, Puerto Rico, and the Virgin Islands. Flights of ARNG aircraft originating within and extending to any point outside

the limits of CONUS, Alaska, Hawaii, Puerto Rico, and Virgin Islands may be authorized only by CNGB. Requests for authorization for these flights should be submitted to NGB-AVN-O. These flights will be planned and conducted under the U.S. Air Force Foreign Clearance Guide.

2-2.1 (Added) Local flying area

Facility commanders will set up a local flying area. The following rules apply:

a. Boundaries will be within an approximately 100-nautical-mile radius from each facility.

b. Natural or man-made terrain easily identified from the air will be selected as boundaries when practical.

c. Sub-areas, including areas for tactical training and maintenance test flights, will be set up to control air operations.

2-6. Flight violations

2-6c. Investigation (Change to read) In para 2-6c (1) through (5), change "commander" to read State Army Aviation Officer (SAAO).

2-7. (Substitute) Briefing officers

a. Briefing officers for TOE units will be members of the chain of command no lower than platoon leaders or operations officer. Commanders of TDA units, in the grade of O5 and above, may appoint members of the chain of command, operations officer, or other officers as briefing officers. Briefing officers will be selected based on experience and level of responsibility in the unit. Designations will be in writing and limited to the minimum number needed to meet operational requirements.

b. Facility/AVCRAD commanders shall appoint ARNG aviators or qualified ARNG aviation full-time support personnel to act as briefing officer at each aviation flight facility/AVCRAD for flights not under the control of the aviation unit commander. A copy of those individuals appointed will be posted in the facility operations office.

c. The duties of the facility/AVCRAD briefing officer are--

(1) To perform mission brief utilizing DA Form 5484-R (or authorized substitute) for flights not under the control of the aviation unit commander.

(2) To perform mission brief utilizing DA Form 5484-R (or authorized substitute) for flights under the control of the aviation unit commander when requested by that commander.

2-8. Individual flight records

2-8f(2) (Substitute) The annual closeout of flight records for ARNG aviators, flight surgeons, crewmembers, aerial observers and noncrewmembers will be performed at the end of the fiscal year. Other than annual closeout, flight records will be closed at the following times:

(a) When individual is transferred to the ARNG of another State.

(b) When termination of aviation service occurs, either administratively, medically, or through Flying Evaluation Board action.

(c) Upon death of the individual.

Section I (Substitute) Use of Army Aircraft

3-1. General

a. Army National Guard owned, operated, or controlled aircraft will only be used to transport ARNG personnel, Government property, other official Government passengers, or other passengers and cargo as authorized by statute and DOD Directives, Army and Army National Guard regulations, or policies. Specifically, use of ARNG aircraft must comply with paragraphs 3-2, 3-4, or 3-7 of this chapter and must not otherwise be prohibited by paragraph 3-5. In addition, air travel must be the most economical mode of transportation consistent with the accomplishment of the military mission, and the particular aircraft to be utilized must be the least costly one capable of satisfying the transportation requirements.

b. All ARNG aircraft performing OSA missions per paragraph 3-6 (regardless of whether the aircraft is performing the mission in the local flying area or outside the state boundaries) must adhere to the guidelines outlined in this regulation. The ARNG Centralized Scheduling Section (CSS) is currently capturing mission and flight data on C-12/U-21/C-23 and C-26 aircraft. States with OSA assets not scheduled thru CSS, or states utilizing any ARNG aircraft to perform OSA missions, must maintain accurate OSA records and report (per Appendix D) OSA data directly to NGB-AVN.

3-2. Operational missions

ARNG aircraft may be used to accomplish operational missions. Operational missions are those necessary to maintain the combat readiness of aviation and ground units. While performing these operational missions, ARNG aircrews must remain cognizant of their secondary mission to observe, identify, and report suspected marijuana cultivations. Operational missions include:

a. Aviator training.

b. Aviation and ground unit training IAW aviation unit METL or at the direction of the Adjutant General.

c. Actual tactical and combat operations when federalized.

d. Counter drug operations conducted IAW applicable NGRs.

3-3. Passenger policy

a. The following personnel are considered eligible passengers under the applicable portions of DoDR 4515.13R.

(1) Active duty members of the Army, Navy, Air Force, Marine Corps, and Coast Guard.

(2) Members of the ARNG and Army Reserves who are on active duty for training, participating in scheduled training (IDT, AFTPs, ATAs, etc.) or participating in monthly Unit Training Assemblies (UTAs) and have in their possession a current RC identification card (DD Form 2A red).

(3) DOD civilians when on official business.

b. Employees of other U.S. Government agencies may submit requests for air transportation to OASD (P&L) L/TP under the provisions of the Economy Act. These requests must include a certification that the airlift is in the national interest, that commercial air transportation is not available or adequate, and that reimbursement will be provided.

c. Other non-U.S. Government personnel (contractors, technical advisors, etc.) may be approved for travel on ARNG aircraft by the Chief of Staff, U.S. Army under the provisions of para 14-2 and 14-5, DoDR 4515.13R.

d. Accompanied travel within the State's geographical boundaries by spouses of the Adjutants General may be approved by the State AG. Accompanied travel outside the State boundaries by the spouses of the AGs must be approved by NGB-PA. All accompanied travel by spouses of Governors or Lieutenant Governors must be approved by NGB-PA.

e. Personnel specified as eligible passenger categories 2 through 18 in DOD Directive 4515.13-R, chapter 3, are authorized as passengers in ARNG aircraft. They must have a travel order or transportation authorization published by their appropriate headquarters or transportation office (DOD 4515.13-R, chap 6).

f. Request for transportation of foreign personnel must be approved by CNGB. Request for transportation of foreign personnel will be forwarded to NGB Public Affairs Office (NGB-PA).

g. All mission requests concerning congressional or senatorial travel must be approved by CNGB. Forward all requests for congressional/senatorial travel to NGB Policy and Liaison Office (NGB-PO) for approval.

h. Personnel will not make an aerial flight if determined medically unfit by competent medical authority.

i. Questions or requests for waiver concerning passenger eligibility as outlined in this paragraph will be submitted to NGB-AVN.

J. Aircraft will not deviate from mission flight plans to accommodate space available passengers.

(1) Continental United States (CONUS). Passengers may be transported in ARNG aircraft on a space available basis (DOD 4515.13-R, para 4-6).

(2) Outside CONUS (OCONUS). Passengers may be transported in ARNG aircraft on a space available basis (DOD 4515.13-R, para 4-7).

3-4. Special missions

The mission approving authority for missions authorized in this paragraph is the Chief, National Guard Bureau. Approval authority may be delegated no lower than the State Adjutants General. In addition to operational missions and operational support airlift (OSA), ARNG aircraft may be used for the following purposes:

a. Public affairs travel. ARNG aircraft may be used for public affairs per DOD 4515.13-R, chap 8. All travel for public affairs purposes outside of State boundaries must be approved by NGB-PA.

b. Military support to civil authorities. ARNG aircraft may be used for support to civil authorities per NGR 500-1. Requests to provide support will require approval above state level and must be processed through the office of Military Support, NGB-MS.

c. Orientation flights. ARNG aircraft may be used for orientation flights per DOD 4515.13-R, chap 9. See Appendix J for Spouse Orientation Program.

d. OSA missions to SOUTHCOM. Chief, National Guard Bureau is the approval authority for OSA missions to SOUTHCOM. See Appendix N of this regulation for information on OSA requests to SOUTHCOM.

e. Drug interdiction or eradication missions. ARNG aircraft may be used in support of Drug interdiction or eradication missions. Prior approval from NGB-MS is required for all counter drug mission plans. Use of OSA aircraft in a drug support role will be approved on a limited basis and generally only when it is the most cost-effective method of performing the mission.

f. Aeromedical evacuation.

(1) ARNG aircraft may be used to transport U.S. Armed Forces patients (DOD 4515.13-R, para 11-2(1) and 11-4) when deemed necessary by competent medical authority.

(2) Those personnel described in DOD 4515.13-R, para 11-5, 11-6 and 11-7, are also eligible.

(3) Civilian personnel, and those personnel not covered in (1) and (2) above may be provided aeromedical transportation to the nearest medical facility where immediate treatment is available. This will be done only in an emergency involving immediate threat to life, limb, or sight, and when suitable commercial transportation is not available, feasible or adequate.

g. Other emergency situations. The State Adjutants General will notify NGB-AVN when decisions are made to use ARNG aircraft during state emergency situations. Complete details of the state emergency and how the aircraft are to be used will be provided to NGB-AVN as soon as possible. When danger to public health or safety prevents prior approval, ARNG aircraft may transport civilian personnel in the following situations:

(1) Personnel engaged in search and rescue (AR 500-2).

(2) When severely injured or seriously ill patients in CONUS require immediate life saving aeromedical evacuation. This applies in major fires, earthquakes, floods, industrial or transportation accidents, epidemics, or similar natural or man-made catastrophes (see DOD 4515.13-R para 11-8).

(3) Volunteers with special search and rescue equipment who volunteer to help and have no other means of transportation. Their services must be requested by the Aerospace Rescue and Recovery Service (ARRS).

h. Military Assistance to Safety and Traffic (MAST). The emergency use of ARNG aircraft participating in MAST program will be per AR 500-4.

I. Other missions that ARNG aircraft may be used for:

(1) Transportation to events such as public ceremonies, field demonstrations or parades and for military personnel who are representing the ARNG or DOD in an official capacity only (provisions of para 3-3 apply).

(2) Transportation for other authorized activities such as National Guard sponsored athletic teams and bands, and other welfare, morale recreation and chaplains programs.

(3) Aerial activities in support of civilian or military official functions. Aerial activities include flight team demonstrations, parachute team demonstrations, flyovers, aerial reviews, static displays, and other aerial activities. Activities will comply with AR 360-61.

(a) CONUS. Units assigned an aerial demonstration mission will comply with FAR 91. If parachuting is involved, FAR 105 will also apply.

(b) Aerial demonstrations off a military installation will not be conducted until coordination with the appropriate DARR. DARRs are listed in AR 95-2 and the Army Aviation Flight Information Bulletin.

(4) Aircraft support of community support relations and public information will comply with AR 360-5 and DOD 4515.13-R (see uniform restrictions in AR 360-61, para 13-7).

J. All requests for transportation not provided for above and requests for waiver to the provisions of this paragraph will be forwarded to NGB-AVN.

3-5. Prohibited missions

a. ARNG aircraft will not be used to conduct flights for personal use. They will not be used for

transportation of personnel or equipment to any place or event in an unofficial capacity.

b. ARNG aircraft will not be used for domicile (place of residence or closest airport to residence) to duty transportation unless authorized by 31 U.S. Code (USC) 1344 and approved by the Secretary of the Army. Request for approval will be forwarded to CNGB for processing.

c. While transportation from domicile to normal duty station is prohibited, transportation may be accomplished from domicile aerodrome to TDY or PCS duty station under the following conditions with TAG approval:

(1) Passenger is performing full-time National Guard duty under Title 32 or active duty under Title 10 and his travel orders authorize reimbursement for travel from residence to TDY or PCS duty station.

(2) Passenger is in IDT status traveling to a TDY duty station (i.e. a battalion commander visiting one of his units), and the aircraft used to complete the mission would not incur any additional flight time by picking the passenger up at the aerodrome closest to his residence, as opposed to picking up the passenger at the aerodrome closest to his normal (IDT) duty station.

(3) Passengers performing state active duty (traveling to a TDY station) must travel from the aerodrome that services their normal duty station; however, if the aircraft will not incur any additional flight time the passenger(s) may be picked up at the airport that services their domicile.

(4) Domicile to duty transportation will not be provided simply for the personal convenience of the passengers.

d. ARNG aircraft will not be used to support a priority 5 mission when the road distance of the mission is 60 miles or less one way.

e. Except in situations where safety is a factor, priority 5 OSA missions will depart from the bed-down location of the supporting aircraft anytime the requested departure point is within 30 road miles of the supporting aircraft's location.

3-6 Operational support airlift Operational support airlift (OSA) includes all flights in ARNG aircraft that support command, installation, or management functions, unless the purpose of the flight is for aircrew training, maintenance test flights, delivery to reposition or reassign aircraft, or other operational flights specified in paragraph 3-2. Enroute training is encouraged, but if the purpose of flight is OSA, paragraph 3-7 applies.

3-7 Operational support airlift management

a. Responsibilities.

(1) Chief, National Guard Bureau--

(a) Establish clear accountability for aircraft management at a senior management level.

(b) Make policies that specify validating requirements and procedures for scheduling assets in support of ARNG OSA missions.

(c) At least annually, reviewing the continuing need for aircraft appropriated based solely on wartime readiness requirements and for reasons other than wartime requirements as well as the cost-effectiveness of aircraft operations. When not fully justified the ARNG will release underutilized aircraft.

(d) Establish procedures to ensure exchange of excess OSA capacities between ARNG CSS and Centralized Army Aviation Support Office (CAASO).

(e) Furnish utilization data required by this regulation to CAASO for consolidation (AVN-CSS).

(f) Serve as scheduling authority for OSA and training missions for ARNG C-12/C-26 and C-23 aircraft.

(g) Provide feeder reports to CAASO (AVN-CSS).

(h) Validate and approve all accompanied travel outside of State boundaries (NGB-PO).

(i) Determine what C-12/C-23/C-26 OSA missions are supported on a reimbursable basis.

(j) Provide CAASO with a system log-on to facilitate the requirements of para (e) above.

(2) The Adjutants General will--

(a) Serve as the OSA validator for all OSA requests generated from subordinate units within their state. The Adjutants General may delegate the validation duties to an individual who is outside of the aviation chain of command. If the validator is other than the Adjutant General, a copy of the order delegating those duties will be submitted to CSS.

(b) Develop internal procedures to ensure that all requirements for Government travel are captured by the ARNG CSS.

(c) Ensure accurate record keeping and timely submission of OSA requests, OSA airplane status and Logistics Flight Records (LFRs) for aircraft operating under CSS.

(d) Designate a helicopter scheduling authority for the purpose of scheduling, monitoring and maintaining records on all OSA helicopter missions performed by their state.

(e) Ensure designated officials and aircraft units are networked to the ARNG CSS automated remote users' system.

(f) Ensure that flight activities submit post mission reports for all flights in C-12/U-21/C-23 and C-26 aircraft.

(g) Assign an appropriate PUJC code to each OSA request. Retain specific justification for PUJC codes assigned to each airlift request for at least one year. The OSA mission request and PUJC justification forms will be subject to periodic review by appropriate agencies. See Appendix L and M of this regulation for the appropriate PUJC codes and justification statements.

(h) All requests for accompanied travel requiring NGB-PA approval will be submitted through the State's public affairs office to NGB-PA.

(i) Issue blanket travel orders to OSA pilots. A copy of the blanket travel order will be submitted to CSS.

(j) Will assign a person to perform the duties of the Airlift Coordinator.

(k) Provide IBM compatible automation equipment to the Airlift Coordinator.

(l) Determine what OSA missions are supported on a reimbursable basis.

(3) The OSA validator will--

(a) Review each OSA mission and ensure that the request for movement is authorized.

(b) Review and validate the priority used to justify each OSA mission request.

(c) Ensure that the senior traveler (or travel POC) has signed a priority justification statement (see Appendix M for the proper format) for each mission with a priority of 2, 3 or 4 assigned to the request.

(d) Sign the priority justification form for each request determined to be a priority 2, 3 or 4.

(e) Pass all approved and validated OSA requests to the Airlift Coordinator (AC) for submission to CSS and proper filing.

(4) The Airlift Coordinator will--

(a) Submit all OSA requests approved and validated by the OSA Validator to CSS utilizing the Airlift Mission Coordination System (AMCS).

(b) Furnish CSS with copies of priority justification statements for all priority 2, 3 or 4 requests.

(c) Be CSS's single point of contact for OSA mission coordination within each state.

(d) Ensure that mission requests sent to CSS have all the required information.

(e) Provide notification to requesters of travel, support, non-support, or schedule deviations.

(f) Brief users on procedures for initiation, cancellation, or modification of airlift requests.

(g) Be the centralized point of contact for receiving space available travel requests.

(h) Consolidate and submit OSA data (per OSA Report, Appendix D) on all aircraft not scheduled through CSS. The OSA Report should arrive at NGB-AVN as specified in Appendix K.

(i) AATS, AVCRAD, and OSA coordinators are authorized direct communication with CSS for OSA validation and support.

(5) The Scheduling Officer, Centralized Scheduling Section will--

(a) Serve as the scheduling authority for C-12/C-7/C-26 and C-23 aircraft. Upon direction of the CNGB, additional fixed wing assets may be incorporated into the centralized scheduling system.

(b) Operate an automated system to receive, process, and schedule all flight requests for C-12/U-21/C-26 and C-23 aircraft.

(c) Will provide OSA utilization data to the commander, CAASO.

(d) Provide all authorized Validators or ACs with access codes, user identification, and program manuals for CSS remote users' system or a copy of the AMCS program to schedule OSA requests.

(e) Provide Chief, National Guard Bureau with a list of authorized validators.

(f) Submit ARNG OSA requests not fulfilled by ARNG assets to CAASO for approval and allocation of aircraft when appropriate.

(g) Compile all ARNG OSA demand and utilization data fulfilled by CAASO.

(h) Receive Army and Air National Guard (and other DOD entities) requests for OSA support.

(i) Provide helicopter validators with cost analysis programs for OSA helicopter missions.

(j) Transmit to host states what OSA missions are flown on a reimbursable basis per the directions of the Chief, National Guard Bureau.

(k) Schedule aircraft and aircrews to RON any time a deadhead leg to home station will exceed 1 hour and 30 minutes. CSSC will attempt to support host state OSA requests during periods of RONs. The Scheduling Officer, CSS will make decisions on RONs based on the priorities of any unsupported host state missions.

(6) Aviation units performing OSA mission support will conform to the reporting requirements contained in this regulation to include submission of LFRs and all requests for training to CSS.

b. Justification. CSS will justify OSA support using one of the following criteria:

(1) Commercial transportation service is not reasonably available to effectively fulfill the transportation requirement. Availability will be determined by the state OSA validator.

(2) The cost of operating the specific ARNG aircraft involved is less than the cost of commercial transportation.

(3) The cost analysis procedure will be based on the programs developed by CSS. The formula incorporates guidelines specified by DOD directives and Army/ARNG regulations. The variable cost of using a government aircraft should not be more than the cost of using commercial aircraft or airline service. The cost of using commercial airline service includes lost employees' work time (computed at gross hourly cost to the government).

(a) A cost analysis for each OSA mission will be performed by CSS. A Cost Analysis Program (CAP) will be supplied to the several states for information and planning purposes.

(b) Helicopter cost analysis computations will be accomplished by the state helicopter scheduling authority utilizing the CAP program supplied by CSS.

(4) Cost analysis is based on the number (ranks, grades) of official government passengers performing a bona fide mission.

(5) The aircraft was previously scheduled with CSS to perform a bona fide training mission and the minimum training requirements will not be exceeded. All training requirements will be requested by the aviation unit and scheduled by CSS. Training missions will be requested under a priority of 26TU.

c. Priority. Personnel requesting OSA mission support will use the following uniform priority system for OSA requests (refer to App L).

(1) Priority 1 is an emergency airlift in direct support of operational forces, state declared emergencies, or for life saving purposes.

(2) Priority 2 is official business airlift of personnel or cargo with schedule or delivery constraints that can not be satisfied by any other mode of travel.

(3) Priority 3 is other official business airlift of passengers or cargo that requires the carrying of classified material for missions not accommodated by mail or the Armed Forces Courier Service.

(4) Priority 4 is an official business airlift involving group or team travel that requires the conduct of official business enroute, that maintains the integrity or cohesiveness of the group and that cannot be reasonably satisfied utilizing other modes of transportation.

(5) Priority 5 is official business airlift shown to be less expensive than any other mode of travel and that satisfies scheduling or delivery constraints. Requests for OSA under this priority will be supported only when cost-effective.

(6) OSA missions assigned priority 1, 2, 3 or 4 must have priority justification statements (see Appendix M) signed by the senior traveler (or travel POC) and the state OSA validator (except 26TU training). One copy of the justification statement will be sent to CSS (via FAX or mail) and one copy will be maintained by the state OSA validator for at least one year from the date of the mission.

d. Procedures.

(1) OSA validators will publicize transportation requests and aircraft scheduling procedures within their areas of responsibilities. Procedures will include requirements for units or individuals to request OSA as far in advance as possible (at least 10 duty days) and accept variations in departure and arrival times (at least two hours). Validators will establish the priority of the OSA request per paragraph 3-7c. Rank or grade alone is not sufficient reason to justify support for or the assignment of a particular PUJC code to an OSA request. (Refer to Appendix L and M).

(2) OSA validators will ensure that approved requests are submitted to CSS for scheduling and processing. Requests will be submitted to CSS within the time frames outlined below.

(a) Flight requests will normally be submitted to CSS not later than 10 days prior to the requested departure date or as soon as an OSA mission requirement is identified. Priority 1 requests may be submitted telephonically and confirmed by an electronic mail service, all other mission requests should be submitted utilizing the AMCS program and transmitted to CSS utilizing the electronic mail service currently in use by the ARNG.

(b) Team or group travel requests for 9 or more will be submitted at least 40 days in advance of the mission date. A group of 8 or less may submit requests based on the times set in paragraph(a) above.

(3) Requests for ARNG OSA helicopter support will be submitted through the State OSA validator to the helicopter scheduling authority for support. The scheduling authority will perform a cost analysis (utilizing the CAP program supplied by CSS) for the mission request and approve or disapprove the OSA

mission. Approved requests will be forwarded to a support facility for action. Post mission reports will be submitted to and maintained by the State helicopter scheduling authority on all OSA helicopter missions. Mission request forms, cost analysis paper work, priority justification forms and the post mission report will be maintained for at least two years for all OSA helicopter missions.

(4) Cancellations or changes to OSA requests will be transmitted to CSS as soon as possible. Transmission of changes can be accomplished telephonically or by NGNET.

(5) Passenger reporting time for OSA flights is not later than 30 minutes prior to the scheduled departure time.

e. Data collection and use.

(1) ARNG OSA utilization data will be collected by CSS for the purpose of--

(a) Justifying use of ARNG aircraft in lieu of commercially available aircraft.

(b) Recovering the cost of operating ARNG aircraft when appropriate.

(c) Analysis of trends in inventory and seat utilization for each mission, type, design and series OSA aircraft, by priority of travel, to include opportunity airlift.

(d) Comparing OSA flying hours actually flown to those budgeted in the annual flying hour program.

(e) Summarizing the number of OSA missions flown.

(f) Summarizing passenger requests and total passengers moved by priority.

(g) Summarizing the number of vacant seats on all OSA missions (regardless of the priorities of the missions).

(h) Summarizing the number of cargo requests and pounds of cargo moved by priority.

(2) CSS will retain a copy of all requests for support and post mission data for a period of not less than one year.

(3) CSS will consolidate all OSA data from the several states and prepare the appropriate OSA reports. CSS will submit OSA data to CAASO for completion of ARNG and Army OSA reports.

Section III Safety

3-10. (Substitute) Safety Functions

Commanders will implement the mishap prevention program set up by AR 385-95 and NGB Pam 385-95.

4-2. Aircrew Training Program (ATP)

4-2b. (Substitute) The ATP outlined in aircrew training manuals (ATM) is mandatory for all aviators on current NGB aviation service orders and all other crewmembers specified in the ATMs. Aviators on limited cockpit duty are exempted, except those with flying as a condition of their technician employment and position description. Aviators and

crewmembers assigned or attached to the ARNG in operational aviation positions must also participate in the ATP. ATP requirements include hours, tasks, and iterations identified in appropriate ATMs and NGR 95-210; SFTS requirements; RL progression; and APART. Aviators assigned or attached to another Service will meet the requirements of that service. Department of the Army Civilian (DAC) aviators will be trained and evaluated as specified in writing by the commander as necessary to meet the requirements of the job description.

4-2d. (Added) Aviators on conditional release will have their flying hour and SFTS requirements prorated by the full month. Aviators on conditional release will be considered to be non operational aviators and are restricted from performing flight crewmember duties. Upon removal from a conditional release an aviator must comply with the provisions of the RL progression table found in NGR 95-210, Appendix B.

4-2e. (Added) ARNG full-time support (FTS) aviators are required to participate in the ATP based on

their military MTOE or TDA position. ARNG FTS aviators must also comply with ATP requirements for facility-designated aircraft and qualification and training requirements for modes of flight in which they perform, evaluate, or train. FTS aviators who are required to perform aerial flight IAW their job description must comply with the RL progression requirements of the ATP.

4-2f. (Added) For the purposes of the ATP and AFTPs, all ARNG career development, over strength, double slotted, and excess aviators will be designated FAC 2. These aviators are not authorized designation of an alternate or additional aircraft.

4-3. (Substitute) Synthetic flight training system (SFTS) requirements

a. ARNG rotary wing aviators (primary aircraft) must use the compatible SFTS per Table 4-1, if available. Training requirements are based on minimum distance the aviator must travel from the flight facility to the SFTS facility. Helicopter SFTS comprises simulators listed in Table 4-1.

Table 4-1
Synthetic Flight Training System

Designation: UH-1 Instrument flight trainer, SFTS device 2B24
Compatible aircraft: UH-1H/ or EH-1

Designation: CH-47 Operational flight trainer, SFTS device 2B31
Compatible aircraft: CH-47

Designation: AH-1 Operational flight trainer/weapons system simulator, SFTS device 2B33
Compatible aircraft: AH-1

Designation: UH-60 Operational flight trainer, SFTS device 2B38
Compatible aircraft: UH-60

Designation: AH-64 Combat mission simulator, SFTS device 2B40
Compatible aircraft: AH-64

b. Annual minimum training requirements are as follows:

(1) Rotary wing aviators that have a compatible SFTS.

(a) 0-100SM - 12 hours.

(b) 101-200SM - 6 hours.

(c) 201SM and over - 3 hours.

(2) CH-54, OH-6, and OH-58 aviators must use the UH-1 (2B24) SFTS, if available. Hooded and weather time flown by CH-54, OH-6, and OH-58 aviators may be substituted for up to 50 percent of SFTS requirement.

(a) 0-200SM - 6 hours.

(b) 201SM and over - 3 hours.

(3) ARNG aviators at locations with 1CA1, 2B3, or 2B12 Instrument procedures trainer (IPT) are required to fly 3 hours annually in the IPT. A maximum of 5 IPT hours may be credited toward semiannual ATM requirements.

(4) AH-64 aviators at locations with TADS Selected Task Trainer (TSTT) are required to train 3 hours annually with the TSTT.

c. Units located beyond boundaries in b above should set up discretionary SFTS programs when it is cost effective and feasible.

d. Annual SFTS requirements may be prorated when an aviator is newly assigned, has his/her primary aircraft redesignated to fixed-wing category, is placed on a conditional release, or is reassigned to a position not requiring NGB aviation service orders with the following formula:

(1) 0-100SM - Months x 1 = Annual SFTS Rqmt

(2) 101-200SM - Months x .5 = Annual SFTS Rqmt.

(3) 201SM and over - Less than 6 months = no requirement.

e. AH-64 aviators will comply with the SFTS requirements as specified in FC 1-214, Aircrew Training Manual, Attack Helicopter, AH-64.

f. Fixed-wing, CH-54, OH-58, and OH-6 aviators may receive a maximum flying hour credit of 6 hours per semiannual period toward ATM requirements in the UH-1 (2B24) SFTS.

g. Aviators that have a compatible SFTS may receive a maximum flying hour credit of 12 hours per semiannual period in their compatible simulator or 6 hours per semiannual period in the UH-1 (2B24) SFTS, not to exceed 24 SFTS hours per training year.

h. Aviators without a compatible simulator will only train in the 2B24 SFTS unless training under NGB approved POI.

4-5. Annual proficiency and readiness test (APART)

4-5a. (Add to para) Adjustment of an APART quarter beyond 1 year (18 months maximum between evaluations) requires TAG approval. Adjustment of an APART quarter within 1 year (15 months maximum between evaluations) may be accomplished by the commander. Aviators in RL 3, 2, or 1 will accomplish the hands-on components of the APART not less than annually for all modes of flight in which the aviator is qualified (chap 2, section II, NGR (AR) 95-210.)

4-6. Failure to meet ATP requirements

4-6a(2) (Substitute) If additional time is not granted, or if requirements are not met within the authorized period, the commander will temporarily (1-30 days) suspend the aviator from aviation service. He or she will then forward a request for waiver or extension. If the commander does not forward a request for waiver, or if the waiver is not approved by the TAG or AATS Commander, he or she will request an additional 5 month temporary suspension from NGB-AVN-O pending placing the aviator before a flight evaluation board (NGR 600-105).

4-6a(3) (Added) When an aviator is temporarily suspended or restricted from flight duties for medical or non-medical reasons during a designated APART quarter, he/she is not relieved of the ATP requirements of that quarter. The unit commander may authorize an extension equal to the number of days suspended or restricted (not to exceed 90 days) to complete the APART requirement(s) effective the day the temporary suspension or restriction is removed. This does not constitute authority to change the designated quarter beyond 1 year.

4-6b(2) (Substitute) If additional time is not granted, or if requirements are not met within the authorized period, the commander will request termination of flying status IAW NGR 600-106 or require the individual undergo appropriate refresher training before being authorized to resume flight duties.

4-7. (Substitute) Waivers to requirements

a. Unit waivers/extensions to primary aircraft ATP requirements may be granted only by CNGB. Unit waiver/extension requests will be submitted through the SAAO using the format in Appendix F.

b. Individual waiver/extension authority for ATP requirements is delegated to State Adjutants General. Waiver/extension authority will not be sub-delegated below the SAAO. AATS commanders are individual waiver/extension authority for the AATS. This does not take away the commander's authority under paragraph 4-6. Format for submitting waiver/extension is at Appendix G.

c. Waiver/extension data will be maintained in the Individual Flight Record Folder (IFRF) and made available for ARMS/RAPS review.

d. Appropriate ATP waiver codes (A or E) will be entered into the AIR report (Version 2.0 or higher) for the duration of the waiver/extension.

4-7.1. (Added) Waiver/extension requests to CNGB

a. Unit waivers/extensions to ATP requirements will be initiated by the unit commander.

b. Request for waiver/extension will contain sufficient information on facts and circumstances to justify a waiver/extension of requirements. The format for Request for Unit Waiver/Extension is contained in Appendix F.

4-8. Aircraft qualification training

4-8d. (Substitute) Qualification training between categories is, authorized under the following provisions:

(1) Fixed wing to rotary wing. A written request for local rotary wing into category transition will be submitted using the format in Appendix I.

(2) Rotary wing to fixed wing. A written request for local fixed wing into category transition will be submitted using the format in Appendix I. Local qualification training is authorized in U-21, U-8, T-42, U-3, and UV-18 aircraft. All other aviators requiring fixed wing category qualification who do not meet the following prerequisites or are designated to fly C-12, C-23, C-26, or OV-1 aircraft are required to attend the FWMEQC at USAAVNC. Training must consist of the transition training prescribed in FC 1-218 and the AATS POI/FTG. The request may be approved by NGB-AVN-O when the aviator--

(a) Has been assigned to a MTOE/TDA position requiring fixed-wing qualification.

(b) Has a current FAA commercial pilot certificate and an airplane multi-engine and instrument rating in the category of fixed wing.

(c) Has 700 hours of military flight time in the category in which already qualified.

(d) Has 100 hours of pilot or IP time in the category in which he/she is seeking qualification (25 hours may be flight simulator).

(e) Agrees to serve a minimum of 24 months in the ARNG after completion of training.

(f) Has appropriate documentation of the above requirements.

(3) Other service ratings.

(a) An Army aviator qualified in an aircraft category by another service is considered Army aircraft category qualified, and is authorized local aircraft transition training in that category. Other service aviators must have been multiengine fixed wing qualified to be considered Army fixed wing category qualified.

(b) An instrument rating in category by another service is considered an instrument rating in category for Army aircraft.

4-9. Additional flight training periods (AFTP)

4-9a. (Substitute) The additional flight training period (AFTP) program for ARNG personnel will be conducted IAW NGR 95-210, Chapter 4.

4-15. Installation and area aviation standardization committees

4-15b(7) (Substitute) State aviation standardization committees meet at the call of the chairperson, but not less than semiannually.

4-15b(9) (Added) Forward minutes of meetings to the CONUSA standardization committee and NGB-AVN-O.

4-15c. (Substitute) Composition

(1) A chairperson and secretary. The chairperson is the SAAO.

(2) Commander of subordinate aviation units.

(3) An aviation safety officer, aviation maintenance officer, flight surgeon, airplane SP, helicopter SP, IE, ME, NVG SP, and ATC representative.

4-17. (Substitute) Flight crews

a. Unit commanders must establish, in writing, formal flight crew qualification and selection programs. They must also designate, in writing, flight crew duties and flight crew stations at which the crewmembers are authorized to fly. Designations will be approved by the FTS SAAO (may be delegated to AASF or FTS AVCRAD commanders). Programs will contain qualification and selection criteria and evaluation methods. Instructor pilots and safety officers will aid commanders in the selection process.

b. AATS commanders are the final approval authority for AATS flight crew designations.

c. The programs will include, as a minimum:

(1) Qualification criteria that considers a flight crewmember's demonstrated maturity, judgement, and experience. Flying hour experience and grade alone do not qualify a flight crewmember for a specific crew duty or mission.

(2) Selection criteria that ensures that each flight crewmember selected for a specific flight duty/mission is qualified and current with the neces-

sary experience to safely and professionally accomplish that duty/mission. The commander should utilize the chain of command, IPs and safety officers to determine the qualification, experience, judgement, professionalism, and technical competence of a flight crewmember.

(3) An evaluation method that ensures a flight crewmember designated by the commander is evaluated IAW appropriate ATM and other tasks specified by the commander on the commander's task list.

d. AASF, LAASF, AAFA, AAOF, AATS and AVCRAD commanders are considered aviation unit commanders as referenced in para a above and will ensure compliance by FTS personnel in their respective facility.

4-18. Failure to pass hands-on performance test

4-18b(1)(c) (Substitute) Must reevaluate or impose a temporary suspension from flying. If suspension is imposed, flight evaluation board provisions of NGR 600-105 apply.

Chapter 7

Aviation Life Support

7-1. General

7-1c. (Add to para) Additionally, the Surgeon General will determine shelf life and or extension of shelf life requirements of medical supplies utilized in the ALSE system.

7-1e. (Added to para) Commanders will--

(1) Formulate, develop, and implement ALSE policy.

(2) Integrate ALSE/survival factors into appropriate operational training programs.

(3) Budget and acquire ALSE.

(4) Provide for and require the education and training of aircrew personnel in ALSE, survival habits, practices, uses, and skills, to include survival, evasion, resistance, and escape (SERE) training.

(5) Include ALSE availability and program management as a matter for special attention during inspections.

(6) Enforce the ALSE policy and those rules and regulations specifically designed to ensure a successful program.

7-1f. (Substitute) The State Army Aviation Officer (SAAO) will have overall staff supervision of aviation life support system (ALSS) activities and coordination with staff sections, commanders, and State USPFO on matters pertaining to ALSE training and budgeting.

7-1j(7) (Added) Assist the ALSE officer in developing the annual budget and educational and promotional programs.

7-1j(8) (Added) Maintain property inventory control of ALSE.

7-6. Survival equipment

7-6a. (Substitute) Each aircraft crewmember will wear a survival vest with components on all flights in accordance with the appropriate supply catalog. This requirement is waived for fixed wing multi-engine aircraft other than OV/RV 1 aircraft.

7-6b. (Substitute) The pilot in command will ensure that not less than one fully operational survival radio is on board the aircraft. This does not preclude crewmembers from carrying additional radios on board the aircraft as assets become available. In addition, the pilot in command will ensure that crewmembers without radios have other means of signalling devices (L119 Foliage Penetration Flare Kit and/or signalling mirror).

7-6c. (Substitute) ARNG aircraft will carry appropriate individual survival kits per geographical area as defined in CTA 50-900. Commanders should provide individual survival kits to all crewmembers when servicable kits are available, however, as a minimum, one individual survival kit will be on board the aircraft.

7-8. Training of ALSE maintenance personnel

7-8c (Added) ARNG ALSE maintenance personnel that were trained at the National Guard Professional Educational Center (PEC) Little Rock Arkansas, and at USAALS MTT course, Ft McCoy, WI prior to implementation of U.S. Army 860-ASIQZ conducted by the U.S. Army Logistics School (USAALS) are considered qualified ALSE maintenance personnel.

7-8d. (Added) OJT training is no longer authorized for ALSE maintenance personnel qualification.

7-9. Training for aircrews

7-9. (Add to paragraph) Each ARNG unit commander, along with the ALSE officer, should evaluate type of terrain and environment in which the unit predominately operates, and then initiate an appropriate training program to include periodic briefings IAW NGR 95-210.

7-13. Storage and work areas

7-13e. (Added) ARNG ALSE storage and work area requirements are stated in NGR 415-10.

APPENDIX A

Additional References (Added)

***AR 95-1**

Aviation: Flight Regulations

***AR 95-2**

Air Traffic Control, Airspace, Airfield Flight Activities and Navigation Aids

***AR 95-3**

Aviation: General Provisions, Training, Standardization and Resource Management

AR 385-10

The Army Safety Program

AR 385-95

Army Aviation Accident Prevention

DA Pam 385-1

Unit Safety Management

DA Pam 385-95

Aircraft Accident Investigation and Reporting

NGB Pam 95-5

Use of ARNG Aircraft

NGB Pam 360-5

National Guard Public Affairs Guidelines

NGB Pam 385-95

ARNG Aviation Accident Prevention Plan

NGR 95-210

ARNG Aviation: General Provisions and Regulations for Aviation Training

NGR 95-3

ARNG Aviation: General Provisions, Training Standardization, and Resource Management

NGR 350-1

Training, Army National Guard

NGR 385-5

ARNG Regional Accident Prevention Survey (RAPS) Program

NGR 385-10

ARNG Safety and Occupational Health Program

NGR 500-1

Military Support to Civil Authorities

NGR 600-100

Commissioned Officers - Federal Recognition and Related Personnel Activities

NGR 600-101

Warrant Officers - Federal Recognition and Personnel Actions

NGR 600-105

Aviation Service of Rated Army Officers

NGR 600-106

Flight Status for Nonrated Army Aviation Personnel

*FORSCOM/TRADOC, DARCOM, WESTCOM, and CONUSA supplements to AR 95-1, AR 95-2, and AR 95-3 are not applicable to the ARNG

NGR 611-110
Selection and Training of Army Aviation Officers

NGR 614-1
Inactive Army National Guard Administration

AATS Course Cat
Course Catalog, ARNG Aviation Training Sites (AATS)

CTA 50-900
ALSE

APPENDIX B (Added) **LOGAIR REGIONAL SUPPORT PLAN**

B-1. Purpose

This appendix describes the LOGAIR Regional Support Plan (RSP), and lists the procedures, administration, and utilization criteria related to that plan.

B-2. Applicability

This guidance applies to all ARNG elements within the contiguous States.

B-3. Mission

The RSP mission is to provide airlift support for the States within the respective four regional areas in the mission areas below. Other support may be provided within the constraints of priorities, aircraft and crew availability, flying hours, and budgetary and regulatory limitations.

a. Logistical air (LOGAIR). LOGAIR support through movement of repair parts, inspection, and assistance teams and related equipment.

b. Airborne operations. Support of airborne jump operations exclusive of aerial re-supply and cargo drops.

c. Command and staff. Support of command and staff for liaison and unit-related training as appropriate.

B-4. Regional support areas

Listed below are the regional support areas, supporting AVCRAD location, and the supported States.

a. Region I

Aviation Classification Repair Activity Depot 5592
East Air Terminal Drive Fresno, CA 93727-1294

Supported States: AZ, CA, ID, MT, NV, NM, OR, UT, WA, WY

b. Region II

Aviation Classification Repair Activity Depot
P.O. Box 3349, Gulfport, MS 39505-3349

Supported States: AL, FL, GA, KY, LA, MS, NC, SC, TN, TX

c. Region III

Aviation Classification Repair Activity Depot
Regional Airport, 2501 Lester Jones Avenue
Springfield, MO 65803-9513

Supported States: AR, CO, IA, IL, IN, KS, MI, MN, MO, NE, SD, OK, SD, WI

d. Region IV

Aviation Classification Repair Activity Depot 139
Tower Avenue, Groton-New London Airport Groton,
CT 06340-1409

Supported States: CT, DE, DC, ME, MD, MA, NH, NJ, NY, OH, PA, RI, VT, VA, WV

B-5. Funding

a. In order to effectively meet fiscal requirements that may be incurred by mission support, budget forecasts by supported States should forecast mission requirements to the respective regional site for enclosure in the respective AVCRAD's budget requirements. Failure to accomplish this action will adversely affect the ability to provide LOGAIR support when travel and per diem are required. The AVCRAD commander will effect coordination among respective regional area for budget forecasts.

b. Fund requirements: AVCRADs will consolidate requirements for enclosure in the respective AVCRAD budget. Budget forecasts should include requirements for aircrew per diem and travel, if required.

c. Reimbursements for LOGAIR support provided to non-ARNG units will be as prescribed in DOD 4000.19, DOD 4500.43, and DOD 4515.13R.

B-6. Mission request administration

a. All logistical support missions will be administered by the regional AVCRAD commander. Operational and operational support missions will be requested through the requestor's Airlift Coordinator to the Centralized Scheduling Section. Historical data for completion of recurring reports (e.g. "Indirect Support Aircraft Historical Data" (AR 310-34) and Operational Support Airlift) will be maintained at the AVCRAD and forwarded as required.

b. States requesting LOGAIR operational or operational support missions will submit request utilizing the Airlift Mission Coordination System (AMCS) supplied to each State by CSS.

c. AVCRADs will submit their quarterly logistics flight calendars to CSS in advance. CSS will issue mission advisories for the planned flights. Calendars and mission requests should be received by CSS at least 45 days before the fiscal quarter.

d. Priorities for scheduling LOGAIR support will be as outlined below:

- (1) ARNG
- (a) LOGAIR missions

- (b) Other operational missions
- (2) Other Army
 - (a) LOGAIR missions
 - (b) Other operational missions
- (3) DOD operational missions
- (4) Operational support airlift
 - (a) ARNG
 - (b) Other DODD

e. **Reports.** LFR statistical data for LOGAIR flights will be submitted to CSS after completion of missions. The format in the AMCS will be used.

B-7. Staff coordination

a. **Regional site and requesting State:** Mission requests should be coordinated with the regional site AVCRAD commander and the requesting State for LOGAIR missions. Airborne operation missions are primarily the prerogative of the Air Guard/Air Force. LOGAIR aircraft may be used when other airlift assets are not available.

b. Coordination with CSS is required for all LOGAIR missions.

1 June 1992

B-8. Mission Request Form

1. REQUEST DTG: D D T T T T M M Y Y **ZULU**

2. UIC: _____

3. DEPARTURE POINT: _____

AIRPORT NAME

AIRPORT NAME

4. DESIRED DEPARTURE TIME: _ _ _ _ _ **ZULU**

5. EARLIEST ACCEPTABLE DEPARTURE TIME: ZULU

6. ARRIVAL POINT: _____
AIRPORT NAME

AIRPORT NAME

7. DESIRED ARRIVAL TIME: ZULU

8. LATEST ACCEPTABLE ARRIVAL TIME: _ _ _ _ ZULU
 D D T T T M M Y Y

9. PRIORITY-URGENCY-JUSTIFICATION-CODE: P U J C

10. PASSENGERS: _ _ _ _ (NUMBER)

[illegible]

NAME _____

DSN/COMM/24 HR #

11. REQUEST COORDINATOR: _____ **PHONE #:** _____

12. DEPARTURE COORDINATOR:_____ **PHONE #:**_____

13. VIP NAME: _____ **ORGANIZATION :** _____

14. SPECIAL REMARKS: _____

REQUESTORS SIGNATURE: _____ **DATE** _____

VALIDATORS SIGNATURE: _____ **DATE** _____

APPENDIX C (Added)**FLIGHT ORDER
(Headquarters)
(Station)****Flight Order****No.**

UP of 32 USC 502(f)(2), the following named CREWMEMBER, on inactive duty training without pay, WP on or about ____ (date) ____ in ____ (type aircraft) ____ aircraft number ____ from ____ to ____ for purpose of ____ (purpose of flight) ____, and upon completion of flight will return to proper station on or about ____ (date) ____.

<u>Grade</u>	<u>Name</u>	<u>SSAN</u>	<u>Organization</u>	<u>Duty</u>
_____	_____	_____	_____	_____

(Name)
(Grade, Branch)
Aviation Facility/AATS/AVCRAD Cdr

NOTE: Normally NGB Form 105 will be used to authorize IDT flight training without pay. Flight Order may be used ILO NGB Form 105.

APPENDIX D (Added)
OPERATIONAL SUPPORT AIRLIFT REPORT
PART I

Period Covered _____

1. Aircraft	2. Inventory	3. Annual FHP					4. OSA Hours
		P 1	P 2	P 3	P 4	P 5	
5. OSA Missions							
6. Passenger requests							
7. Passengers move							
8. P 5 Passenger space available							
9. Cargo requests							
10. Cargo moved							

OPERATIONAL SUPPORT AIRLIFT REPORT
PART II

	P 1	P 2	P 3	P 4	P 5
11. Passenger miles available					
12. Passenger miles utilized					
13. Cargo miles available					
14. Cargo miles utilized					
15. Discussion					

APPENDIX E (Added)**Initial Accident Report to NGB and USASC Telephone Report****USASC:** (Phone) _____ **NGB-AVN:** (Phone) _____**NGB AFTER DUTY HOURS:** (Phone) _____

Outside Maryland: (Phone) _____

1. MISHAP DATA: DATE _____ DATE _____ TIME _____ AC NO. _____**2. UNIT** _____ **STATE** _____**3. POC** _____**4. PHONE NO:** DSN _____ **COMMERCIAL ()** _____**5. TYPE AIRCRAFT:** _____**6. HAZARDOUS/SENSITIVE MATERIALS ON BOARD?** YES _____ NO _____**MATERIALS SECURED?** YES _____ NO _____**7. LOCATION:** _____**8. WEATHER CONDITIONS:** _____**9. ACCIDENT CLASSIFICATION:** _____**10. BRIEF SYNOPSIS:** DAY/NIGHT VFR _____ IFR _____ NO _____

_____**11. NUMBER OF PERSONNEL ON BOARD:** _____ (OFF ___ WO ___ EM ___ CIV ___)**12. HIGHEST RANK ON BOARD:** _____**13. PERSONNEL INJURIES:** INJURED _____ FATAL _____**14. NEAREST AIRFIELD WHICH CAN HANDLE C-12 AIRCRAFT (4000' MIN):**

_____**15. NEAREST AIRFIELD SERVED BY COMMERCIAL AIRLINES:** _____

_____**16. OTHER:** _____

_____**NOTE:** Collection of the above information must be a priority action.

APPENDIX F (Added)**MEMORANDUM THRU** The Adjutant General, _____**FOR** Chief, National Guard Bureau, ATTN: NGB-AVN-O, Bldg E6810
Aberdeen Proving Ground, MD 21010-5420**SUBJECT:** Request for Unit Waiver

1. Reference NGR (AR) 95-3, paragraph 4-8a.
2. In accordance with the above reference, request *(waiver of)/(extension for (days) effective (date) to accomplish)* the following Aircrew Training Manual (ATM) task(s):

Task Number	Task Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. The above tasks cannot be performed because of the following constraints: *(Explain all circumstances relating to the inability of a unit to perform specified tasks.)*

4. *(Waiver)* or *(Request for extension)* would apply to the following unit(s) at *(location)*:

FOR THE ADJUTANT GENERAL:**(Signature Block)**
SAAO**CF:** *(appropriate CONUSA)*

APPENDIX G (Added)

MEMORANDUM FOR The Adjutant General, _____, ATTN: SAAO

SUBJECT: Request for Individual Waiver(s) of Annual Aircrew Training Program (ATP) Flying Hour Requirements (and/or Tasks)

1. Reference NGR (AR) 95-3, paragraph 4-7.
2. In accordance with the above reference, request annual aircrew training program requirements be waived for individual aviator(s) as listed at enclosure 1.
3. The above aviator requirements were not accomplished due to:(All circumstances relating to failure to complete must be explained. General common circumstances may be given or a separate subparagraph addressed to individual unique circumstances.)
 - a.
 - b.
 - c.

Encl

(Signature block)
Commanding

(This format is used for end of FY consolidated request for individual waivers of flying hours and/or tasks.)

APPENDIX G-1 (Added)

REQUEST FOR INDIVIDUAL WAIVER(S) OF ANNUAL ATP REQUIREMENTS
(Primary Aircraft)

STATE

[illegible]

NOTES:

ES:
1/ Individuals will be grouped by unit listing FAC 1 personnel first, then FAC 2 personnel, unit designation need only be placed in front of first individual listed for each unit. Skip at least two lines between units.

2/ Last four digits of SSN only.

3/ Total hours (only) by column at the bottom of the page.

Encl 1

APPENDIX H (Added)**MEMORANDUM FOR** The Adjutant General, _____, **ATTN:** SAAO**SUBJECT:** Request for Waiver or Extension for (RL Progression or APART)**1.** Reference NGR 95-3, paragraph 4-7.**2.** In accordance with above reference *request the (RL progression) or (APART) time frame be extended for a period of ____ days effective (date RL or APART time frame elapsed) for: /Request waiver of requirements listed below for:*

Grade	Name	SSAN	Unit
_____	_____	_____	_____

3. The following ATP requirement(s) were not met:**a.** RL progression for _____**b.** APART __ (requirement) ____**4.** The above ATP requirements were not accomplished because of __ *(all circumstances relating to the failure must be explained in detail)* ____

(Unit Cdr Signature block)
Commanding

(This format to be used for individual extension for RL progression or waiver of APART requirements.)

APPENDIX I (Added)

MEMORANDUM FOR Chief, National Guard Bureau, Aviation Division, ATTN: NGB-AVN-OT, Bldg E6810,
Aberdeen Proving Ground, MD 21010-5420

SUBJECT: Request for Local (*Fixed or Rotary*) Wing into Category Qualification

1. Reference NGR 95-3, paragraph 4-9d.
2. Request (Grade) , (Name) , (SAN) , be authorized to receive into category local (fixed or rotary) wing transition in the (type) aircraft.
3. Training will be conducted in accordance with appropriate AATS Program of Instruction and Flight Training Guide.
4. (Individual's name) has been assigned to a position requiring (fixed or rotary) wing qualification and agrees to serve 24 months in the Ready Reserve after successful completion of training (encl 1).
5. (Fixed wing applications only) (Individual's name) has the following:
 - a. Current FAA Commercial Pilot Certificate with Multi-Engine Instrument rating in fixed wing category (encl 2).
 - b. 700 hours of military flight time in rotary wing category.
 - c. 100 hours pilot or IP time in fixed wing category (25 hours may be flight simulator).
6. Appropriate documentation of the above requirements including a copy of latest DA Form 759 (encl 3) and summary of civilian flight time by aircraft type (encl 4) are enclosed.

FOR THE ADJUTANT GENERAL:

(Signature Block)
State Army Aviation Officer

4 Encls

1. Statement of Obligation
2. Airman's Certificate
3. DA Form 759
4. Summary of Civilian Flight Time

APPENDIX J (Added)**Spouse Orientation Flight Program****J-1. General Information**

The Spouse Orientation Flight Program is designed to provide an opportunity for ARNG aviation units in the several States to enhance spouse understanding of the ARNG Aviation Program. With an effective program, the ARNG is demonstrating its concern toward the spouses' crucial role in influencing ARNG career decisions. The combination of ARNG concern and spouse involvement is expected to increase morale and retention of ARNG aviation personnel.

J-2. Program prerequisites

a. The program will be a formal program executed by the units/States and monitored by the State Adjutant General through the SAAO.

b. The orientation flights must be accommodated within the States approved flying hour program and at no additional cost to the Government.

c. The orientation flights must be conducted in the local flying area with no intervening stops, and should not be of more than 1 hour in duration.

d. Program supervisors will provide an opportunity for all spouses in an approved target group to take part in the flight orientation program. An approved target group consists of only the spouses of ARNG aviators on current ARNG aviation service orders and nonrated crewmembers/noncrewmembers on current ARNG flying status orders.

e. Spouse participation is limited to once annually with first time participants having priority.

f. Spouse orientation programs must have written CNGB approval before implementation and for each occasion.

J-3. Spouse orientation programs

Requests for spouse orientation flight programs will be sent to NGB-AVN-O for approval. Requests must include as a minimum the following information:

a. Target group and rationale.

b. Participant selection criteria.

c. Projected number of participants to receive orientation flights.

d. Projected number of flying hours to be used.

e. Date flights are scheduled to be flown.

f. Status of aircrews actually flying the missions (IDT, AFTP, AT or TECH/AGR).

J-4. Safety requirements

a. Orientation flights may be conducted only in utility aircraft (T-42, U-8, U-21, and C-12 included) during day VFR conditions.

b. The pilot and copilot stations will be occupied during the entire flight by qualified aircrew members who are current in the mission, design, and series. Aircrew members will be specifically briefed on cockpit discipline with regard to this restriction.

c. No more than four spouses may participate per flight.

d. In addition to restrictions imposed by AR 95-1, para 3-3a, orientation flights will not include--

(1) Simulated emergency flight procedures.

(2) Unusual altitudes.

(3) Terrain flight techniques.

(4) Touch and go landings.

(5) Flight into known or forecast instrument meteorological conditions.

(6) Formation flights.

e. Normal passenger safety considerations to include briefings and hearing conservation apply.

J-5. Monitoring

The spouse orientation is a highly visible program. Consequently, it requires constant review and evaluation for regulatory compliance and overall effectiveness. Accordingly, the respective SAAO must monitor the planning and execution of the program within the respective State.

J-6. Administering spouse orientation programs

Units/States administering spouse orientation programs will prepare after action reports, which will include as a minimum the following:

a. Number of flights by aircraft system.

b. Number of hours by aircraft system.

c. Total number of spouses carried.

d. Narrative summary of the effect of the program on the objectives shown in J-1 above. It is suggested that a post orientation flight survey be completed by each spouse to provide data. (See sample survey, page J-3)

e. Reports will be consolidated by SAAO and retained for a period of three years.

J-7. Sample Spouse Orientation Program Survey

1. Which of the following best describes your understanding of the unit's and aircraft's mission before the orientation flight?

Excellent**Good****Fair****Limited****None**

2. Which of the following best describes the contribution this flight has made on your understanding of the aircraft's mission?

Very Informative**Informative****Not Very Informative**

3. What, if any, has been the effect of the spouse orientation flight program on your impression of the importance of the Guard's mission?

Greater Appreciation**Unchanged****Less Impressed**

4. Which of the following best describes your overall opinion of the spouse orientation program?

Very Worthwhile**Worthwhile****Some Value****Little Value****No Value**

5. In your opinion, what could we do to improve the value of the spouse orientation program?

6. Name: _____

Spouse's crew position: _____

NOTE: When used, this survey questionnaire will be formatted and reproduced locally as required.

APPENDIX K (Added)

This appendix contains a listing of recurring reports that States send to NGB-AVN.

**SECTION I
CALENDAR GENERATED REPORTS**

TITLE	REFERENCE	RCS:	DUE DATE
Army Aircraft Inventory, Status and Flying Time Report NGB Form 1352	AR 700-138 (R1)	CSGLD-1837	20th day of month
Annual Flying Hour Forecast	NGR (AR) 95-210 Update as required	ARNG-267	30 Aug
Annual FHP Development	NGR (AR) 95-210	ARNG-171	15 Mar
Aircrew Information Report (AIR)	NGR (AR) 95-210	ARNG-167 (R1)	30 Dec 30 Mar 30 Jun 30 Sep
Operational Support Airlift (OSA)	NGR (AR) 95-3	DD-M(A) 1569 1	15 Apr 5 Oct
Historical Aircraft Usage	NGR (AR) 95-210	ARNG-251	30 Dec 30 Mar 30 Jun 30 Sep
Night, NG, NVS, SFTS (NNNS)	NGR (AR) 95-210	ARNG-272	28th day of each month

**SECTION II
EVENT GENERATED REPORTS**

TITLE	REFERENCE	RCS:	DUE DATE
Flying Hours in Support of State Active Duty	NGR (AR) 95-210		Within 7 days after completion
Preliminary Report of Aircraft Mishap (PRAM)	AR 385-40	CSGPA-1550	Within 24 working hours after any aircraft mishap
Regional Accident Prevention Survey (RAPS)	NGR (AR) 385-5		To NGB-AVN 90 days after survey completion
Technical Report of Army Aircraft Accident DA Form 2397 Series	AR 385-95		90 days after after accident (A, B, C)
Spouse Orientation Report	NGR (AR) 95-3		Upon completion of spouse orientation summary - 15 Apr and 15 Oct as Part III of OSA Report

APPENDIX L (Added)**Priority/Urgency/Justification/Category Codes**

L-1. The PRIORITY/URGENCY/JUSTIFICATION/CATEGORY (PUJC) codes are a 4 character alphanumeric OSA mission designator. The PUJC code determines the precedence placed upon the mission by the requestor, and gives a very brief description of the OSA mission request.

L-2. Each OSA mission request must have a PUJC code that is approved and validated by the state OSA validator.

L-3. This appendix is dedicated to defining the appropriate PUJC codes for OSA mission requests.

L-4. Priority Codes (P)UJC:

		FIRST CHARACTER
PRIORITY	DEFINITION	
PRI 1	An emergency airlift in direct support of operational: forces, state declared emergencies, or for life saving purposes.	
PRI 2	Official business airlift of personnel or cargo with schedule or delivery constraints that can not be satisfied by and other mode of travel.	
PRI 3	Other official business airlift of passenger or cargo that requires the carrying of classified material for missions not accommodated by mail or the Armed Forces Courier service.	
PRI 4	An official business airlift involving group or team travel that requires the conduct of official business enroute, that maintains the integrity or cohesiveness of the group and that cannot be reasonably satisfied, utilizing other modes of transportation.	
PRI 5	Official business airlift shown to be less expensive than any other mode of travel and that satisfies scheduling or delivery constraints. Request for OSA under this priority will be supported only when cost-effective.	

L-5. URGENCY Codes P(U)JC:

The URGENCY code is the second character of the PUJC Code. It directly relates to the amount of time allowable between identification of the requirement and execution of the flight.

SECOND CHARACTER	DEFINITION
URGENCY 1	COMBAT: Airlift of personnel or cargo in direct support of, or alerted f orsupport of, operational forces engaged in general war or national contingency operations.
URGENCY 2	OPERATIONAL: Airlift of personnel or materiel in direct support of operational forces deployed or preparing for mobilization.
URGENCY 3	HUMANITARIAN: Emergency airlift of personnel or equipment for authorized and urgent humanitarian purposes.
URGENCY 4	CRITICAL: Airlift of personnel or materiel which, while not fulfilling a higher urgency, would <u>critically</u> impact the outcome of unit requirements if not i mmediately supported exactly as requested.
URGENCY 5	PRIORITY: Airlift of personnel or materiel not fulfilling a higher urgency, but which would have a <u>serious</u> impact on the outcome of the unit requirements if not fulfilled. Changes or consolidation with other requests would not adversely affect unit requirements.

SECOND CHARACTER**DEFINITION****URGENCY 6**

ROUTINE: Airlift of personnel or cargo scheduled as a part of an organization's daily/weekly routine. Changes or consolidation with other requests would not affect unit requirements. (Includes aviator training.)

URGENCY 7

OTHER: Transportation of personnel or cargo not fulfilling a higher urgency and not under time constraints, but qualified on a cost-effective basis, including authorized reserve component personnel traveling to or from active and inactive duty training.

L-6. JUSTIFICATION Codes PU(J)C: THE JUSTIFICATION Code is the third character in the PUJC code. It is used to identify the purpose of the lift request.

JUSTIFICATION**THIRD CHARACTER**

A	-	Administrative
B	-	Recruiting
C	-	Civil Works
D	-	Medical Support
E	-	Emergency
F	-	Material (Standard cargo codes will be used as category codes and in field 16 of airlift requests when using this code.)
G	-	ROTC
H	-	Maintenance
I	-	Drug Enforcement/Task Force
M	-	Mobilization/Demobilization
R	-	Reserve
S	-	Other Support
T	-	Training

L-7. CATEGORY Codes PUJ(C). The CATEGORY C is the fourth and last character in the PUJC code. It is used to describe the actual use and user of the aircraft.

NOTE: It may be a letter or number character.

FOURTH CHARACTER**CATEGORY**

A	-	Meeting/Conferences (Including authorized spouse travel)
B	-	Ceremonies
C	-	Goodwill/Foreign Dignitaries (Including authorized spouse travel)
D	-	Inspections/Investigations
E	-	Courts & Boards
F	-	Legislative Affairs
G	-	Public Affairs/Exhibits
H	-	Educators/Mil Academy
I	-	Bands
J	-	Veterinary Inspections
K	-	Research & Development
L	-	DOD Contractor
M	-	Consultations & Appointments (Medical/Dental/Surgical)
N	-	Accident Investigation
O	-	Wartime
P	-	Exercise
Q	-	Unit Training (Active Unit)
R	-	Unit Training (Reserve Components)
S	-	Test Flights
T	-	Readiness Training
U	-	Aviator Training

FOURTH CHARACTER**CATEGORY**

Y	-	Ferry Flight (Aircraft or Aircrew)
Z	-	Other (To be explained in remarks section of the airlift request)
1	-	Evacuation of Aircraft
2	-	Evacuation of Personnel
3	-	Search and Rescue
4	-	Aeromedical Evacuation (MEDEVAC)
5	-	Other Emergency Evacuation
6	-	Organ/Tissue/Blood Transfers
7	-	Graves Registration
8	-	Emergency Ordnance Disposal (EOD)
9	-	Disaster Relief (Natural/Potential)

APPENDIX M (Added)**PRIORITY JUSTIFICATION STATEMENTS**

M-1. All OSA requests are supported based on the priorities stated in paragraph 3-7b and c of this regulation.

M-2. OSA requests submitted to CSS under a priority other than a priority 5 must be fully justified in writing.

M-3. The following pages of this appendix contain samples of priority justification statements that must be submitted to CSS for each priority 2, 3 or 4 OSA mission request.

M-4. Locally reproduced copies of the sample forms in this appendix may be used for mission justification statements. Locally produced forms must provide the same information as the sample forms.

M-5. Justification statements will be signed by the senior ranking traveler or travel POC and the OSA validator prior to submission to CSS. A copy of the justification statement will be maintained by the state OSA validator for at least one year from the date of the mission.

M-6. MEMORANDUM FOR RECORD FOR THE AIRLIFT COORDINATOR**FROM:****SUBJECT: CERTIFICATION/VALIDATION OF AIRLIFT PRIORITY****PRIORITY 2**

THE MISSION PRIORITY FOR THE ATTACHED REQUESTED AIRLIFT MISSION IS HEREBY CERTIFIED/VALIDATED AS A PRIORITY 2 MISSION. THE UNDERSIGNED CERTIFIES THAT THE REQUESTED MISSION IS AN OFFICIAL BUSINESS AIRLIFT OF ELIGIBLE PERSONNEL OR CARGO AND THAT SCHEDULE OR DELIVERY CONSTRAINTS ARE SUCH THAT THE MISSION CANNOT BE SATISFIED BY ANY OTHER MODE OF TRAVEL. IT IS FURTHER CERTIFIED THAT COMMERCIAL TRAVEL SCHEDULES HAVE BEEN CHECKED (AND POSTED BELOW) AND DO NOT MEET THE CRITICAL REQUIREMENTS OF THIS MISSION.

PURPOSE OF MISSION: _____

	FIRST COMMERCIAL FLIGHT BEFORE MISSION REQUEST	MISSION REQUEST	FIRST COMMERCIAL FLIGHT AFTER MISSION REQUEST
DEPARTURE TIMES Z	_____	_____	_____
ARRIVAL TIMES Z	_____	_____	_____
COMMERCIAL FARES \$	_____	_____	_____

SENIOR TRAVELER/TRAVEL POC**OSA MISSION VALIDATOR**

SIGNATURE _____
NAME/RANK _____
UNIT _____
WORK PHONE _____
HOME PHONE _____

NOTE: DOD DIRECTIVE 4500.43 REQUIRES WRITTEN JUSTIFICATION TO BE MAINTAINED BY THE SENIOR PERSON RESPONSIBLE FOR A FLIGHT OR AN OSA REQUEST (THE AIRLIFT COORDINATOR) FOR A PERIOD OF NOT LESS THAN ONE YEAR. DURING PERIODIC AUDITS, AUDITORS WILL BE REFERRED TO THE AIRLIFT COORDINATOR AND GIVEN THE DTG LISTED IN THE CENTRALIZED SCHEDULING SECTION COMPUTER WHEN QUESTIONS ARISE ON THE PRIORITY SELECTED FOR A PARTICULAR MISSION OR AIRLIFT REQUEST.

1 June 1992

M-7. MEMORANDUM FOR RECORD FOR THE AIRLIFT COORDINATOR**FROM:****SUBJECT: CERTIFICATION/VALIDATION OF AIRLIFT PRIORITY.****PRIORITY 3**

THE MISSION PRIORITY FOR THE ATTACHED REQUESTED AIRLIFT MISSION IS HEREBY CERTIFIED/VALIDATED AS A PRIORITY 3 MISSION. THE UNDERSIGNED CERTIFIES THAT THE REQUESTED MISSION IS AN OFFICIAL BUSINESS AIRLIFT OF ELIGIBLE PERSONNEL THAT REQUIRES THE CARRYING OF CLASSIFIED DOCUMENTS OR CARGO. IT IS FURTHER CERTIFIED THAT THE MISSION CANNOT BE ACCOMPLISHED UTILIZING A MAIL SERVICE OR THE ARMED FORCES COURIER SERVICE.

PURPOSE OF MISSION: _____

SENIOR TRAVELER/TRAVEL POC**OSA MISSION VALIDATOR**

SIGNATURE _____
NAME/RANK UNIT _____
WORK PHONE _____
HOME PHONE _____

NOTE: DOD DIRECTIVE 4500.43 REQUIRES WRITTEN JUSTIFICATION TO BE MAINTAINED BY THE SENIOR PERSON RESPONSIBLE FOR A FLIGHT OR AN OSA REQUEST (THE AIRLIFT COORDINATOR) FOR A PERIOD OF NOT LESS THAT ONE YEAR. DURING PERIODIC AUDITS, AUDITORS WILL BE REFERRED TO THE AIRLIFT COORDINATOR AND GIVEN THE DTG LISTED IN THE CENTRALIZED SCHEDULING SECTION COMPUTER WHEN QUESTIONS ARISE ON THE PRIORITY SELECTED FOR A PARTICULAR MISSION OR AIRLIFT REQUEST.

M-8. MEMORANDUM FOR RECORD FOR THE AIRLIFT COORDINATOR**FROM:****SUBJECT:** CERTIFICATION/VALIDATION OF AIRLIFT PRIORITY**PRIORITY 4**

THE MISSION PRIORITY FOR THE ATTACHED REQUESTED AIRLIFT MISSION IS HEREBY CERTIFIED/VALIDATED AS A PRIORITY 4 MISSION. THE UNDERSIGNED CERTIFIES THAT THE REQUESTED MISSION IS AN OFFICIAL BUSINESS AIRLIFT OF ELIGIBLE PERSONNEL AND THAT OFFICIAL BUSINESS WILL BE CONDUCTED AT A DESTINATION OR WHILE ENROUTE BY A GROUP OR TEAM. THE MEMBERS OF THE GROUP OR TEAM MUST TRAVEL OR ARRIVE TOGETHER IN ORDER TO ACCOMPLISH THEIR MISSION AND THIS MISSION CANNOT BE SATISFIED BY ANY OTHER MODE OF TRAVEL. IT IS FURTHER CERTIFIED THAT COMMERCIAL TRAVEL SCHEDULES HAVE BEEN CHECKED (AND POSTED BELOW) AND DO NOT MEET THE CRITICAL REQUIREMENTS OF THIS MISSION.

PURPOSE OF MISSION: _____

	FIRST COMMERCIAL FLIGHT BEFORE MISSION REQUEST	MISSION REQUEST	FIRST COMMERCIAL FLIGHT AFTER MISSION REQUEST
DEPARTURE TIMES Z	_____	_____	_____
ARRIVAL TIMES Z	_____	_____	_____
COMMERCIAL FARE \$	_____	_____	_____
 SENIOR TRAVELER/TRAVEL POC			OSA MISSION VALIDATOR
SIGNATURE	_____	_____	_____
NAME/RANK	_____	_____	_____
UNIT	_____	_____	_____
WORK PHONE	_____	_____	_____
HOME PHONE	_____	_____	_____

NOTE: DOD DIRECTIVE 4500.43 REQUIRES WRITTEN JUSTIFICATION TO BE MAINTAINED BY THE SENIOR PERSON RESPONSIBLE FOR A FLIGHT OR AN OSA REQUEST (THE AIRLIFT COORDINATOR) FOR A PERIOD OF NOT LESS THAN ONE YEAR. DURING PERIODIC AUDITS, AUDITORS WILL BE REFERRED TO THE AIRLIFT COORDINATOR AND GIVEN THE DTG LISTED IN THE CSS COMPUTER WHEN QUESTIONS ARISE ON THE PRIORITY SELECTED FOR A PARTICULAR MISSION OR AIRLIFT REQUEST.

APPENDIX N (Added)
Procedures for Requesting SOUTHCOM OSA
Mission Support

N-1. States will submit Operational Support Airlift (OSA) mission requests for travel to SOUTHCOM directly to the Centralized Scheduling Section (CSS).

N-2. Request for OSA mission support to SOUTHCOM will arrive at CSS 30 days prior to the date of the mission.

N-3. CSS will determine the availability of Air Force assets to support the SOUTHCOM mission request.

N-4. CSS will provide the requestor a schedule of Air Force flights to SOUTHCOM.

N-5. If the requestor approves the Air Force schedule, CSS will NGNET the mission request to the Air Force. The NGNET message will reserve space required seating for the passengers.

N-6. The State Traffic Manager will complete final coordination directly with the Air Force.

N-7. CSS will attempt to schedule C-12 or similar aircraft transportation to and from Charleston, South Carolina.

N-8. States requesting exceptions to this policy will submit the request thru CSS to the Director, Army National Guard.

Glossary

Section I
Abbreviations (Added)

AAOF
 Army aviation operating activity

AASF
 Army aviation support facility

AATS
 ARNG aviation training site

AC
 Airlift Coordinator (formerly SAC)

ADSW
 Active duty special work

AFTP
 additional flight training period

AQC
 aviator qualification course

ARMS
 Aviation Resource Management Survey

ARTEP
 Army Training and Evaluation Program

AT
 annual training

AVCRAD
 Aviation Classification Repair Activity Depot

COI
 course of instruction

CONUSA
 Continental U.S. Army

DTG
 Date Time Group

EAATS
 Eastern ARNG Aviation Training Site

EIDS
 Electronic Information delivery system

FAC
 flight activity category

FEB
 flight evaluation board

FHP
 flying hour program

FMC
 fully mission capable

FSI
 Flight Safety International

FTG
 flight training guide

FTS
 full-time support

IATF
 Individual aircrew training folder

IDT
 inactive duty for training

LAASF
 Limited Army aviation support facility

LFR
 Logistics Flight Record

MUTA
 multiple unit training assembly

OSA
 Operational Support Airlift

PEC

ARNG Professional Education Center

PRAM

preliminary report of aircraft mishap

PUJC

Priority/Urgency/Justification/Category Code

RAPS

Regional Accident Prevention Survey

RCS

requirement control symbol

RL

aviator readiness level

RMA

readiness management assembly

RWQC

Rotary Wing Qualification Course

SAAO

State Army Aviation Officer

SFTS

synthetic flight training system

STRAC

Standards in Training Commission

TEC

Training Extension Course

USASC

U.S. Army Safety Center

USC

United States Code

UTA

unit training assembly

WAATS

Western ARNG Aviation Training Site

Section II**Terms (Added)****Army aviation support facility (AASF)**

a. An activity of the State staffed with military technicians/AGR personnel that is responsible for ARNG aviation operations, including support of aviation training and maintenance of supported unit's aircraft. This maintenance support is accomplished through the use of an MTOE parent unit as augmented by selected teams and equipment that provide the necessary maintenance capability.

b. Provides AVUM maintenance support for supported unit's aircraft and allied equipment. Within

its capability and upon approval of the supporting AVCRAD, it may provide AVIM level repairs.

Limited Army aviation support facility (LAASF)

a. An aviation facility, staffed by military technicians/AGR personnel, established when geographically required to supplement the AASF in the performance of its mission. The AAFA provides AVUM 1 on the assigned aircraft and is dependent on the AASF for that portion of AVUM 1 for which skills or equipment are not available at the AAFA. This maintenance support is accomplished through the use of an MTOE parent unit as augmented by selected teams and equipment that provide the necessary maintenance capability.

b. Provides support for the administration and conduct of individual aviator flight training and aviation unit flight and maintenance training.

Army aviation operating facility (AAOF)

An aviation facility staffed by full-time support personnel to provide an aviation operational support capability for a geographical area. Provides AVUM maintenance support for aircraft assigned to the AAOF. May provide other maintenance as approved by the supporting AASF or designated higher level maintenance support facility.

Aviation classification and repair activity depot (AVCRAD)

A non-divisional maintenance activity staffed with ARNG military technicians/AGR personnel that is established to provide designated depot, AVIM, and backup AVUM for ARNG aircraft and allied equipment on an area basis. It is also authorized to continue that premobilization maintenance support that was constituted under the four levels of maintenance concept (general support). The TDA parent unit, as augmented by selected equipment, will provide the maintenance capability required.

Army National Guard aviation training site (AATS)

A centralized aviation training facility staffed and operated by ARNG military technician/AGR personnel. It is designed to provide individual crewmember training on aircraft systems which TRADOC does not offer or has insufficient quotas to meet ARNG requirements.

State Army Aviation Officer (SAAO)

A commissioned officer rated as an Army aviator on current NGB Aviation Service Orders, who may be a National Guard military technician/AGR. He/she occupies a special staff position in the State headquarters and is directly responsible to the State Adjutant General for the establishment and staff supervision of the ARNG aviation program within the State, except for the AVCRAD and AATS.

AASF/LAASF/AAOF commander

An ARNG military technician/AGR who is a commissioned officer and a rated Army aviator on

current NGB Aviation Service Orders. He/she is assigned to an MTOE or TDA aviator position and is responsible for implementing and supervising the ARNG aviation program at the AASF.

AVCRAD commander

An ARNG military technician who is a commissioned officer and a rated Army aviator on current NGB Aviation Service Orders. He/she is assigned to a TDA aviator position and is responsible for implementing and supervising appropriate logistical support programs for Army aircraft and allied equipment assigned to ARNG units in the AVCRAD support area.

Aviation life support equipment (ALSE)

ALSE is equipment designed to sustain air crewmembers and passengers throughout the flight environment, optimizing their mission effectiveness and affording a means of safe and reliable escape, descent, survival, and recovery in emergency and combat situations.

AATS commander

An AGR commissioned officer and a rated Army aviator on current NGB Aviation Service Orders. He/she is assigned to the AATS TDA command position and is responsible for the overall operation of the AATS. He/she is specifically responsible for implementing formal individual aviation crewmember training courses as determined by CNGB.

By Order of the Secretary of the Army:

JOHN B. CONAWAY
Lieutenant General, USAF
Chief, National Guard Bureau

Official:

E. DARDEN BAINES

Chief

Administrative Services

Distribution: SPECIAL

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